

## Benefits of Volunteering

Upon completion of 30 recorded hours, volunteers will receive a free one-year membership to Fort Caspar Museum Association (FCMA).

Membership provides free admission, a 15% discount at the Museum store, invitations to special events, and you will receive the Museum's newsletter.



## Let's Get Started!

The process begins with your application. Bring it in or mail it to the Museum. We then do a background check, and schedule you for training.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

## WHEN CAN YOU HELP?

✓	Day	AM	PM
	Monday		
	Tuesday		
	Wednesday		
	Thursday		
	Friday		
	Saturday		
	Sunday		
	Special Events		

## OUR MISSION

To collect, preserve, and exhibit materials related to the history of Fort Caspar, the City of Casper, Natrona County, and central Wyoming.

4001 Fort Caspar Road  
Casper, WY 82604  
307-235-8462  
[www.FortCasperWyoming.com](http://www.FortCasperWyoming.com)



## BECOME A FORT CASPAR MUSEUM VOLUNTEER!

FRONT DESK

DOCENT

SPECIAL EVENTS

COLLECTIONS

GARDENS



## Front Desk Volunteers

### What Do Front Desk Volunteers Do?

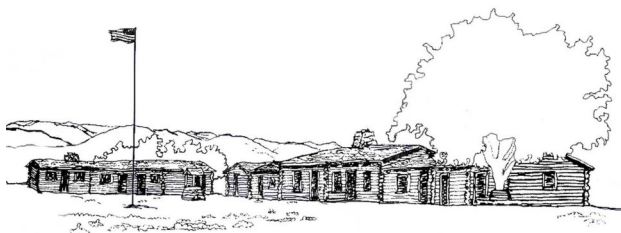
Front Desk Volunteers provide support to Museum staff. They greet visitors, ring up admissions and gift shop sales on the cash register, assist in re-stocking the gift shop, answer visitor questions regarding site history and area attractions, and answer the telephone.

### Traits of a Great Front Desk Volunteer

A great front desk volunteer possesses a love of history, a knowledge of Casper and of Wyoming, and really enjoys talking with visitors.

### Time Commitment

Volunteers are needed May through September. We ask for one (or more!) shifts per week. Hours are flexible, but typically volunteers work three or four hour shifts, in the morning, afternoon, or around the lunch hour.



## Docent Program

### What Do Docents Do?

Docents offer their experience to visiting school groups by leading guided tours of the Museum galleries and fort grounds.

### Traits of a Great Docent

A great Docent has a love of history, enjoys working with youth, and is able to speak comfortably in front of the public.

### Time Commitment

One training session plus one school tour per week during the spring season, fall season, or both.

Spring: April 15 to May 31

Fall: Sept. 1 to Oct. 15

Tours are usually 90 minutes long, combining a 45 minute inside session with a 45 minute outside session.



## Special Events

We need extra help for special events like Candlelight & Old Fashioned Christmas. Ask us for details!

## Collections Volunteer

### What Do Collections Volunteers Do?

Collection Volunteers catalog, inventory and re-house artifacts, photographs and archives. Prior knowledge of museum methods is not required.

### Traits of a Great Collections Volunteer

A great Collections Volunteer is organized, detail oriented, and willing to follow museum policies for safe object handling.

### Time Commitment

Hours and work times can be flexible; the volunteer will need to commit to a regular schedule.

## Garden Volunteers

### What do Garden Volunteers Do?

Garden Volunteers help provide the effort that keeps our heirloom garden looking great. We need help watering, weeding, and talking to our visitors about the garden.

### Time Commitment

Volunteers are needed May through September. We ask for one (or more!) shifts per week. Hours are flexible, but typically volunteers work in the morning.